

THE SEABROOK ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF SEABROOK MET ON **THURSDAY, SEPTEMBER 9, 2021 AT 6:00 P.M.** AT SEABROOK CITY HALL AND VIA TELECONFERENCE, TO CONSIDER, AND IF APPROPRIATE, TAKE ACTION WITH RESPECT TO THE AGENDA ITEMS LISTED BELOW.

**BOARD MEMBERS PRESENT:**

PAUL R. DUNPHEY (exc. absence)	CHAIRMAN
TERRY CHAPMAN	VICE-CHAIR
KEVIN FERGUSON (exc. absence)	TREASURER
ERNIE DAVIS	SECRETARY
THOMAS KOLUPSKI	MAYOR
GARY BELL	MEMBER
JEFF LARSON (exc. absence)	COUNCIL REPRESENTATIVE

**ALSO PRESENT WERE:**

GAYLE COOK	CITY MANAGER
STEVE WEATHERED	CITY/EDC ATTORNEY
PAUL CHAVEZ	DIRECTOR OF ECONOMIC DEVELOPMENT
PAT PATEL	EDC ADMINISTRATIVE ASSISTANT

EDC Vice-Chairman Terry Chapman called the meeting to order at 6:00 p.m. and declared that a quorum was present.

**1. PUBLIC COMMENTS AND ANNOUNCEMENTS**

There were no public comments.

**2. SPECIFIC PUBLIC HEARING**

**2.1 Conduct public hearing on the proposed fiscal year 2021-2022 Economic Development Corporation budget. This public hearing is held pursuant to Local Government Code section 515.159.**

Terry Chapman opened the public hearing at 6:09 p.m.

There were no comments.

Mr. Chapman closed public hearing at 6:09 p.m.

**3. PRESENTATIONS**

**3.1 EDC Director's report on economic development activities for August 2021.**

EDC Director, Paul Chavez gave his monthly report for August 2021.

**3.2 Presentation by Chris Bontrager / Retail Strategies.**

Overview and update of Retail Live in Austin 2021 and the Retail Strategies Annual Report for 2021.

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#### 4. NEW BUSINESS

**4.1 Consider and take all appropriate action on renewal of the Retail Strategies contract beginning October 1, 2021 thru October 1, 2022 in an amount not to exceed \$40,000. This is a budgeted item.**

EDC Director Paul Chavez explained to the Board that this is the same contract/agreement that has been presented year-over-year. The contract renews at the will of the Board each year. The three-year contract was approved in 2019, and this will be the third year and final year of the original contract, since it has to be approved every year for the budget.

Motion made by Ernie Davis and seconded by Gary Bell.

To approve the renewal of the Retail Strategies contract beginning October 1, 2021 thru October 1, 2022 in an amount not to exceed \$40,000, as presented.

MOTION CARRIED BY UNANIMOUS CONSENT

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#### 5. DISCUSSION ITEMS

**5.1 Discuss the City's Capital Improvement Program (CIP) to include the purpose, development, a detailed review of EDC projects, budgeting practices for revenue sources and an update on the FY2022-2026+ CIP.**

Presentation by City Manager Gayle Cook & Deputy City Manager Sean Landis:

- Overview of CIP – tool for planning and visualizing the capital budget. The CIP is a 5 year Capital Program which may be revised and extended each year to indicate capital improvements pending or in the process of construction or acquisition.
- EDC Developer Driven CIP Projects listed: (1) Shipyard Water & Waste Water (2) Commercial Road (3) Starboard Road
- Shipyard: Does not have public water & sewer. Everything is on septic and wells. Does not have natural gas service. Shipyard restaurant that EDC has incentivized does not have natural gas service, therefore any type of restaurant would have a hard time to cook on. This would be developer driven to get this project started.
- Starboard Road: Developer driven project - entire piece of land/tract is being sold together for potential commercial development
- Commercial Road: Developer driven project – dependent on what develops in that large piece of land/tract – road would allow access to large volume truck traffic for potential warehouse/industrial type of development
- EDC Funded Projects: Gateway and Directional Signage - part of the SH 146 aesthetics program that EDC contributed to in 2017, which included the MSE walls, ballards, upgraded traffic signal lights, gateway signage and directional signs – this is a planning document that will require RFP's (request for proposals) and actual costs associated with the project.

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**6. ROUTINE BUSINESS**

**6.1 Approve minutes of the August 12, 2021 Regular EDC meeting.**

Motion made by Gary Bell and seconded by Ernie Davis.

To approve the August 12, 2021 EDC minutes as presented.

MOTION CARRIED BY UNANIMOUS CONSENT

**6.2 Status update of City projects.**

Report by EDC Director

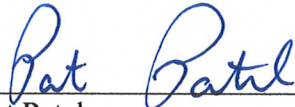
**6.3 Establish future meeting dates and agenda items.**

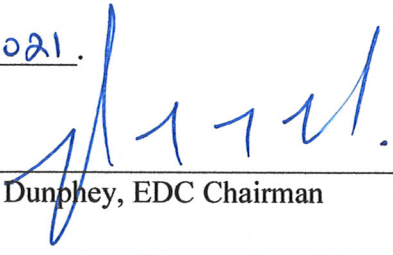
Next JOINT meeting: October 19, 2021 at 6:00 pm

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Upon motion duly made, the meeting was adjourned at 7:04 p.m.

APPROVED ON THE 14<sup>th</sup> DAY OF October 2021.

  
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Pat Patel,  
EDC Administrative Assistant

  
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Paul Dunphy, EDC Chairman